



**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HUMAN RESOURCE MANAGEMENT**

Benefits Administrator Memo

#04-02

To: Benefits Administrators
From: Mary P. Habel, Director
State and Local Health Benefits Programs
CC: All OHB
Date: February 23, 2004
Re: Open Enrollment Dates and How to Contact Vendors for July 1, 2004

Open Enrollment

Open Enrollment for all state agencies, colleges and universities will be April 14 through May 14, 2004. This year's spring Open Enrollment period will be for both health benefits and Flexible Reimbursement Accounts. We are working with the four administrators of COVA Care benefits (Anthem, Delta Dental, Medco Health Solutions and ValueOptions) and with our Flexible Benefits administrator, Fringe Benefits Management Company (FBMC), on implementation for July 1.

Contacting the Administrators

Currently, Anthem administers the medical, dental, vision, hearing and prescription drug benefits for the COVA Care health plan, and Magellan Behavioral Health administers behavioral health and the Employee Assistance Program. Effective July 1, the COVA Care benefits will remain the same, but the administration **within the plan** will be provided by four separate health care companies:

- Anthem for medical, vision and hearing benefits;
- Delta Dental for dental benefits;

- Medco Health for the prescription drug program; and
- ValueOptions for behavioral health and the Employee Assistance Program.

Each health care administrator will have a toll-free telephone number and Commonwealth-specific Web site available for inquiries from employees and their covered family members. The numbers and Web sites will be operational on April 1. The Office of Health Benefits is coordinating requests for contacting the individual administrators. If you are planning a benefits fair for your agency employees, or have other specific requests, send us an e-mail at hbp@dhrm.state.va.us.

B.A. Bulletins

Enclosed is the link for recent B.A. Bulletins. These are placed on the DHRM Web site every month for your information. Please see the most recent issue for January 2004.

<http://www.dhrm.state.va.us/resources/benefitsadmin/bulletin/bulletinlist.htm>